

Preliminary acknowledgment before final acceptance

Subject: Preliminary Acceptance of Material Transfer Agreement

Dear [Recipient's Name],

We have reviewed the draft Material Transfer Agreement and are generally satisfied with its terms.

We intend to accept the agreement formally, subject to final internal approvals and signatures.

Please consider this email as our preliminary acceptance and acknowledgment of your effort in drafting a comprehensive document. We will share the final signed acceptance letter within [timeframe].

Best regards,

[Your Name]

[Organization]

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